



# **VIRGIN ISLANDS HOUSING FINANCE AUTHORITY**

100 Lagoon Complex · Suite 4  
St. Croix · U. S. Virgin Islands · 00840  
Telephone (340) 772-4432 · Fax (340) 772-4002  
[www.vihfa.gov](http://www.vihfa.gov)

## **INVITATION FOR BIDS**

for

### **ESTATE ADVENTURE SINGLE FAMILY HOME CONSTRUCTION ADDENDUM I**

**IFB 003-2023-STX**

Issue date:

**May 25, 2023**

Submittal deadline:

**June 6, 2023**

Contact person:

**Afisha Hillocks**

**Procurement/Contract Officer**

**[ahillocks@vihfa.gov](mailto:ahillocks@vihfa.gov)**

**(340) 772-4432 ext. 3233**

**[www.vihfa.gov/procurement/solicitation](http://www.vihfa.gov/procurement/solicitation)**

 *Unlocking the Door to Affordable Housing*

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IFB 003-2023-STX  
Estate Adventure Single Family Home Construction – Addendum I

“CONFIDENTIAL BID SUBMISSION”

## VIRGIN ISLANDS HOUSING FINANCE AUTHORITY

### IFB 003-2023-STX INVITATION FOR BIDS ESTATE ADVENTURE SINGLE FAMILY HOME CONSTRUCTION **ADDENDUM I**

**This addendum is issued to modify the previously issued IFB document and/or given for informational purposes and is hereby made a part of the IFB document. The Respondent must acknowledge the receipt of any and all addenda by completing IFB Cover Letter, Enclosure Document A. The following sections are hereby amended/added:**

#### **11.0 INVITATION FOR BID SCHEDULE**

The following deadlines are associated with this IFB:

<b>IFB SCHEDULE</b>	<b>DATE</b>	<b>TIME</b>
IFB Issue date	May 18, 2023	
Pre-Bid Conference	May 24, 2023	10:00 AM
Site Tour	May 24, 2023	1:00 PM
<b>2<sup>nd</sup> Site Tour</b>	<b>May 26, 2023</b>	<b>1:00 PM</b>
<b>Final date to submit written questions</b>	<b>May 30, 2023</b>	
IFB Submittal Deadline	<b>June 6, 2023</b>	2:00 PM
IFB Bid Opening	<b>June 6, 2023</b>	<b>3:30 PM</b>

The VIHFA reserves the right to change the IFB Schedule by issuing an Addendum at any time.

#### **13.0 PRE-BID CONFERENCE and SITE TOUR**

The VIHFA will conduct a virtual Pre-bid Conference at **10:00 a.m.** Atlantic Standard Time (“AST”) on **May 24, 2023**. Participants may join the meeting via Zoom at <https://us02web.zoom.us/j/86740309130>.

A Site Tour is scheduled on **May 24, 2023**, at **1:00 p.m.** **Another Site Tour is also scheduled for May 26, 2023, at 1:00 p.m.** VIHFA Construction Manager will meet all prospective Respondents at the project site. **A google pin of the site location is also provided to assist with directions,** <https://goo.gl/maps/jwBSSU3oiP7cRy5R8>.

It is highly recommended that prospective Respondents thoroughly review the requirements of the IFB prior to the Pre-Bid Conference. All prospective Respondents are urged to attend the Pre-Bid Conference and the Site Tour. Non-attendance on the part of a Respondent shall not relieve the prospective Respondent of any responsibility for adherence to any of the provisions of this bid package or any addenda thereto.

#### **14.0 DELIVERY OF BID PACKAGE**

All responses to this IFB are to be submitted no later than **2:00 p.m.** AST on **June 6, 2023**.

**Bid Packages must be submitted via email:** [procurement@vihfa.gov](mailto:procurement@vihfa.gov)

The email subject line must be clearly marked “**ADVENTURE**”. The VIHFA will not consider fax submission of a bid or email submissions received after the deadline and submissions submitted to the wrong email address.

Failure to clearly mark each bid package with this information may cause the VIHFA to inadvertently open the bid package before official closing date and time. The VIHFA will log all received bid packages with the date and time of receipt. Bids received after the deadline will be considered **LATE** and will **not** be opened or considered.

#### **15.0 VIRTUAL BID OPENING**

The VIHFA will conduct a virtual Bid Opening at **3:30 p.m.** AST on **June 6, 2023**. Participants may join the meeting via Zoom at <https://us02web.zoom.us/j/88649010113>.

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